

ROAD TRAFFIC REGULATION ACT 1984

**THE BOROUGH OF READING (CIVIL ENFORCEMENT AREA) (OFF STREET PARKING PLACES)  
(READING GREEN PARK STATION)  
ORDER 2023**

M Graham  
Assistant Director of Legal & Democratic Services  
Bridge Street Civic Offices  
Reading  
RG1 2LU

Legal Ref: PT/ 022422

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The Reading Borough Council (hereinafter referred to as “the Council” in exercise of the powers conferred by Sections 9 and 10 of the Road Traffic Regulation Act 1984 (“Act of 1984), as amended and of all other powers thereunto enabling and after consultation with the Chief Officer of Police in accordance with Part III and in accordance with Part IV of Schedule 9 to the Act of 1984, hereby make the following Order: -

**PART I  
CITATION AND INTERPRETATION**

1. This Order shall come into operation on 4 March 2024 and may be cited as "The Borough of Reading (Civil Enforcement Area) (Off Street Parking Places) (Reading Green Park Station) Order 2023.
2. In this Order, except where the context otherwise requires, the following expressions have the meanings hereby respectively assigned to them:

<b>“Approved Method of Payment”</b>	means park and phone, payment by debit or credit card facilitated by on site or remote verification by, for example, card reader or mobile phone text or phone call or decrementing card, payment by means of cash;
<b>"Authorised Agent"</b>	means the parking services contractor appointed by and acting on behalf of the Council for the purposes of the supervision and enforcement of this Order;
<b>“Civil Enforcement Officer”</b>	has the same meaning as in section 76 of the Act of 2004;
<b>"Disabled Person's Badge" "Disabled Persons Vehicle" and "Parking Disc"</b>	have the same meanings as in the Local Authorities Traffic Orders (Exemption for Disabled Persons) (England) Regulations 2000;
<b>"Driver"</b>	in relation to a motor vehicle or motorcycle waiting in a parking place, means the person driving the motor vehicle or motorcycle at the time it was left in the parking place;

<b>"Mechanical Device"</b>	means a device approved by the Secretary of State for the Environment, used as a means to indicate the time at which a motor vehicle arrived at a parking place and the fees paid or payable, and as a means to collect fees;
<b>"Motorcycle"</b>	means a mechanically propelled vehicle, not being an invalid carriage, with less than four wheels and the weight of which unladen does not exceed 8 cwt.;
<b>"Motor Vehicle"</b>	means a mechanically propelled vehicle, intended or adapted for use on roads, and not being a motorcycle;
<b>"Owner"</b>	in relation to a motor vehicle or motorcycle means the person by whom such motor vehicle or motorcycle is kept and used;
<b>"Parking Place"</b>	means any area of land or any building or part of a building specified by name in a Schedule, provided by the Council under Section 32(1) of the Act of 1984, for use as a parking place;
<b>"Parking permit"</b>	means a permit issued by the Council and is valid for parking in reserved bays only, (this excludes residents parking permits issued by the Council for parking in permit parking zones);
<b>"Parking Space"</b>	means any area of a parking place specifically marked out to show the position in which a motor vehicle shall be parked;
<b>"Parking Ticket"</b>	shall mean a season ticket or a virtual season ticket obtained in accordance with Article 3, or a ticket obtained from a mechanical device, in the car parks named in the First and Third Schedules in accordance with Article 23;
<b>"Penalty Charge"</b>	has the same meaning as in The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 or any subsequent legislation so enabling;
<b>"Penalty Charge Notice"</b>	means a notice issued or served by a Civil Enforcement Officer pursuant to the provisions of Part 2 of The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 or any subsequent legislation so enabling;
<b>"Rail Industry Permit Holders"</b>	means for the purposes of this order a person in the course of carrying out their duty for the maintenance and/or operation of the railway infrastructure, whilst using appropriately marked company vehicles or holding an approved permit;
<b>"Relevant Position"</b>	in respect of: -

- (a) a parking permit or parking ticket, means
  - I. in the case of a vehicle fitted with a front windscreen, that the parking ticket is exhibited thereon with the front facing forward on the nearside of and immediately behind the windscreen; or
  - II. the case of a vehicle not fitted with a front windscreen, that the parking ticket is exhibited on the front or nearside of the vehicle;
- (b) a disabled person's badge, in accordance with section 12 of The Disabled Persons (badges for motor vehicles) (England) Regulations 2000;

- "Reserved Bay"** means a parking space marked as being reserved for disabled motorists, motor cyclists, or other specifically identified users;
- "Specified Position"** means parking a motor vehicle so that the whole of that motor vehicle is parked within the parking place as marked on the ground or as otherwise indicated;
- "Virtual Season Ticket"** means an electronic record of parking ticket or parking permit purchased in accordance Article 3 or Article 23. They will have a valid start and expiry date linked to a specific motor cycle or motor vehicle which can be verified by the Civil Enforcement Officers hand-held device.

- (b) Except where otherwise stated, any reference in this Order to a numbered Article or Schedule is a reference to the Article or Schedule bearing that number in this Order;
- (c) Save where the contrary is indicated, any reference in the Order to:
  - (i) This Order or another Order shall be construed as such a reference to this Order, as the case may be, such other Order, as the same may have been or may from time to time be amended, varied or supplemented;
  - (ii) A Statute or Regulation shall be construed as reference to such Statute or Regulations as the same may have been or may from time to time be amended or re-enacted.

**PART II**  
**USE OF PARKING PLACES**

- 3.
  - (a) Each of the parking places specified in the Schedules may be used, subject to the following provisions of this Order, as a parking place for such classes of motor vehicles, during such times and days and on payment of such fees as are specified in the First and Second Schedules in relation to that parking place, except that no fee shall be payable by the driver of a motor vehicle or motorcycle left in a parking

place, who produces a valid season ticket or it is verified that a virtual season ticket has been obtained in respect of that motor vehicle or motorcycle.

- (b) The Council reserves the right to reduce individual fees as specified in the Schedules on a temporary basis only after reference to the appropriate Council Committee.
  - (c) The owner of a motor vehicle or motorcycle may, on application to the Council or Authorised Agent, purchase a season ticket or virtual season ticket in respect of that motor vehicle or motorcycle, for a fee shown in the relevant Schedule and that season ticket shall be valid in such parking place as is specified thereon for the period for which it is issued.
  - (d) A Virtual season ticket may be obtained by any of the methods provided from time to time from the Council and to be valid must be registered on an account in an electronic database approved by the Council and an indication that payment has been made and the parking period for which payment has been made shall either;
    - i) appear on a hand-held device; or
    - ii) be obtained by a Civil Enforcement Officer contacting the service provider.
  - (e) Where a Virtual season ticket or parking ticket has been obtained as an alternative to a Parking Ticket and remains valid, any requirement in this Order for the Parking Ticket to be displayed on the vehicle to which it relates shall not apply.
  - (f) The number of season tickets which may be issued shall be at the discretion of the Council.
  - (g) Subject to the provisions of this Order, the Council may, by agreement, allocate any number of parking spaces at the car parks as specified in the Schedules below for use by any individual or organisation at such a fee and on such conditions as shall be specified therein.
  - (h) Subject to the provisions of this Order, the Council may allocate any number of spaces at any parking place (a) for use by disabled persons' vehicles only, or (b) for use by motorcycles only.
4. a) Where in this Order parking spaces are marked as being reserved, that is, marked as being for disabled motorists or as "reserved bays" or for motorcycles only, no person shall cause or permit any vehicle to enter such spaces unless they are entitled to do so.
- b) When using a parking place as referred to in Article 4 a) above the disabled persons badge shall be displayed in accordance with the Disabled Persons (Badges for Motor Vehicles) (England) Regulations 2000 and the Local Authority Traffic Orders (Exemption for Disabled Persons) (England) Regulations 2000.
5. Notwithstanding the provisions contained in this Order, all fees and charges shall be waived in respect of:
- (a) Motorcycles - provided that such vehicles are parked in a parking space which has been allocated for motorcycles in accordance with the provisions of Articles 3 and 4;
  - (b) Disabled persons' vehicles - parked in a parking space which has been allocated in accordance with the provisions of Article 4(b)

6. (a) Where in this Order a parking place is described as available for motor vehicles or motorcycles of a specified class or in a specified position, the driver of a motor vehicle or motorcycle shall not permit it to wait in that parking place:-
  - (i) Unless it is of the specified class, or
  - (ii) In a position other than the specified position.
- (b) Where in this Order a parking space or spaces have been allocated for use by any individual or organisation pursuant to Article 3(e) no driver shall cause or permit any motor vehicle or motorcycle to enter or wait in such parking space unless authorised to do so by the Council or the individual or organisation to whom the parking space or spaces have been allocated.
7. Where in a parking place, parking spaces have been marked out to show the position in which motor vehicles or motorcycles shall park, no driver shall cause or permit a motor vehicle or motorcycle to park other than in a parking space.
8. No driver shall cause or permit a motor vehicle or motorcycle to wait in any parking place in an area likely to cause an obstruction or a danger to other drivers.
9. The driver of a motor vehicle or motorcycle -
  - (a) using a parking place shall stop the engine as soon as the motor vehicle or motorcycle is in position in the parking place and shall not start the engine except when about to change the position of the motor vehicle or motorcycle in or to depart from the parking place;
  - (b) on entering a parking place, shall ensure that the motor vehicle or motorcycle is parked in an orderly fashion and in a position whereby no other motor vehicle or motorcycle is obstructed from changing its position or from leaving the parking place and that the entrances and exits are not in any way obstructed;
  - (c) using a parking place shall comply with any requirements given by a duly authorised attendant or Civil Enforcement Officer with regard to the position in which the motor vehicle or motorcycle is parked.
10. No person shall use any part of a parking place or any motor vehicle or motorcycle left in a parking place:
  - (a) For sleeping or camping purposes;
  - (b) For eating or cooking purposes;
  - (c) For the purpose of servicing or washing any motor vehicle or motorcycle or part thereof, other than is reasonably necessary to enable that motor vehicle or motorcycle to depart from the parking place.
11. No person shall cause or permit to wait in a parking place any motor vehicle or motorcycle carrying or used for carrying bones or offal which is inedible or unfit for human consumption.
12. A person leaving a live animal in a motor vehicle or motorcycle in a parking place to which this Order applies, shall take reasonable steps to ensure that an adequate supply of fresh

air is available for such animal whilst in the motor vehicle or motorcycle and that the animal cannot escape from or molest persons passing near to the motor vehicle or motorcycle.

13. (a) No person shall, while a motor vehicle or motorcycle is in a parking place, use the motor vehicle or motorcycle in connection with the sale of any article in or near the parking place, or in connection with the selling or offering for hire of his skill or services or of the motor vehicle or motorcycle, or clean, maintain or repair the motor vehicle or motorcycle other than such as maybe necessary to enable the motor vehicle or motorcycle to leave the parking place.
  - (b) The Council may on any day including a Sunday suspend this off-street parking places order in respect of all or any of the parking places or any part or parts of one or more of them.
  - (c) Excepting where a maximum period of parking is indicated in the Schedules, no person shall cause or permit any vehicle to wait for a period exceeding 24 hours in a car park as specified in the Schedules.
  - (d) No person shall cause or permit any vehicle to wait in a parking place listed in the Third Schedule, other than during the time stated in that Schedule.
  - (e) No person shall cause or permit any vehicle to wait in a parking place listed in the Fourth Schedule, other than during the time stated in that Schedule
  - (f) No person shall cause or permit any vehicle to wait in a parking place listed in the Fifth Schedule, other than during the time stated in that Schedule
14. The driver of a motor vehicle or motorcycle using a parking place shall have a valid tax disc and shall not sound any horn or other similar instrument, except when about to change the position of the motor vehicle or motorcycle in or to depart from the parking place.
  15. No person shall, except with the permission of any person duly authorised by the Council, drive any motor vehicle or motorcycle in a parking place other than for the purpose of leaving that motor vehicle or motorcycle in the parking place in accordance with the provisions of this Order or for the purpose of departing from the parking place.
  16. No person shall in a parking place wantonly shout or otherwise make any loud noise to the disturbance or annoyance of users of the parking place or residents of premises in the neighbourhood.
  17. No person shall in a parking place use any threatening, abusive or insulting language, gesture or conduct with intent to put any person in fear or so as to occasion a breach of the peace or whereby a breach of the peace is likely to be occasioned.
  18. Where in a parking place signs are erected or surface markings are laid for the purpose of:
    - (a) Indicating the entrance to or exit from the parking place, or
    - (b) Indicating that a motor vehicle or motorcycle using the parking place shall proceed in specified direction within the parking place;no person shall drive or cause or permit to be driven any motor vehicle or motorcycle:
    - (i) So that it enters the parking place otherwise than by an entrance or leaves the parking place otherwise than by an exit, so indicated, or

- (ii) In a direction other than that specified, as the case may be.
19. No person shall cause or permit to wait in a parking place any motor vehicle or motorcycle leaking oil, petrol or other fuel.
20. When a motor vehicle or motorcycle is waiting in a parking place in contravention of the provisions of Article 6(b), a person authorised in that behalf by the Council may alter or cause to be altered the position of the motor vehicle or motorcycle in order that its position shall comply with that provision.
21. Any person altering the position of a motor vehicle or motorcycle by virtue of the last preceding Article may do so by towing or driving the motor vehicle or motorcycle, or in such other manner as he may think necessary and may take such measures in relation to the motor vehicle or motorcycle as he may think necessary to enable him to alter its position.
22. Motor vehicles or motorcycles using parking places shall enter or leave by such access as may be indicated by any duly authorised attendant or, in the absence of such indication, as may be indicated by notice displayed on or near the parking place.
23. Save as provided in Articles 3 and 5, the driver of a motor vehicle or motorcycle shall, immediately upon the entry of the motor vehicle or motorcycle into a parking place, be responsible for paying the fees due in accordance with the scale of fees as specified in the relevant Schedule into a mechanical device or by payment by any other Approved Method of Payment and for obtaining therefrom a parking ticket or tickets indicating the amount paid and/or the time of arrival at the parking place;
24. Where a fee is specified for a period, the whole of the fee shall be due and payable for the use of the parking place for any part of that period.
25. (1) The parking ticket or parking permit shall be displayed in the Relevant Position at all times while the motor vehicle or motorcycle is parked in a parking place referred to in the Schedules.
- (2) The parking ticket or parking permit, shall be so displayed in the motor vehicle or motorcycle so that the expiry time and date are clearly visible to persons standing outside the motor vehicle.
- (3) The virtual season ticket must, (i) be valid and registered on an account in an electronic database approved by the Council (ii) indicate that payment has been made (iii) indicate that the parking period for which payment has been made and shall either, appear on a hand held device or be obtained by a Civil Enforcement Officer contacting the service provider.
26. No person shall:
- (1) After obtaining a parking ticket, alter the indications given by that parking ticket whilst the motor vehicle or motorcycle to which the ticket relates remains in a parking place.
- (2) Knowingly exhibit on any motor vehicle or motorcycle any parking ticket or parking permit which has been altered, defaced, mutilated or added to or upon which the figures or particulars have become illegible.
27. No parking ticket or parking permit obtained by the driver of a motor vehicle or motorcycle in accordance with the Articles of this Order, shall be transferred to the driver of another



motor vehicle or motorcycle, with the exception of any circumstances which may be specified on the parking ticket or parking permit.

28. Nothing in this Order shall prevent any person, duly authorised by the Council, from closing to the general public for such period as shall be determined by the Council, any parking place or part of a parking place, specified in the Schedules.
29. Subject to Articles 3 and 5, the full day(s) charge will be charged for not producing a valid parking ticket when leaving a car park
30. Where a parking ticket has been exhibited in accordance with Article 25 or a Penalty Charge Notice has been attached to a motor vehicle or motorcycle no person other than the driver of the motor vehicle or motorcycle or duly authorised representative of the Council shall remove the Notice from the motor vehicle or motorcycle unless authorised to do so by the driver.
31. It shall be assumed, unless the contrary is shown, that any apparatus provided for the purpose of a parking place is of a type and design approved by the Secretary of State.

### **PART III** GENERAL EXEMPTIONS OF THIS ORDER

32. Notwithstanding the foregoing provisions of this Order, any vehicle may wait if:-
  - a) the vehicle is waiting owing to the driver being prevented from proceeding by circumstances beyond their control or to such waiting being necessary in order to avoid an accident or being unable to proceed by direction of a police constable in uniform;
  - b) the vehicle is being used for fire and rescue service, ambulance or police purposes, or is being used in the service of a local authority in pursuance of statutory powers or duties provided that in all the circumstances it is reasonably necessary in the exercise of such powers or in the performance of such duties for the vehicle to wait in the place in which it is waiting;
  - c) the vehicle is waiting only for so long as may be necessary to enable it to be used in connection with the removal of any obstruction to traffic;
  - d) the vehicle is waiting in a location and for a purpose authorised by the Council provided such permit is clearly displayed in a relevant position;
  - e) the vehicle is waiting only for so long as may be necessary to enable it to be used for the purpose of delivering or collecting postal packets;
  - f) the vehicle is waiting only for so long as may be necessary to enable a person to board or alight from the vehicle or to load thereon or to unload therefrom personal luggage;
  - g) the vehicle is waiting only for so long as necessary while a gate or barrier is opened or closed to allow access or departure to or from adjacent premises.
  - h) the vehicle is waiting only for so long as may be necessary for it to take in petrol, oil, water or air from any garage situated on or adjacent to the said lengths of roads;
  - i) the vehicle is waiting only for so long as may be necessary being used to remove refuse or waste or being used for public road cleansing for or on behalf of the Council if it is reasonably necessary for that Vehicle to enter pass through of the said lengths of roads.

**PART IV**  
Parking Penalties

33. (1) Where, in the case of a vehicle within a parking place whether or not in a parking space, a civil enforcement officer has reason to believe that a penalty charge is payable with respect to the vehicle he may:

- a) affix a penalty charge notice to the vehicle in a conspicuous position; or
- b) give such a notice to the person appearing to him to be in charge of the vehicle.
- c) Where a civil enforcement officer has started to issue a penalty notice and is then prevented, by the motorist, from serving the notice by the method in either (a) or (b) above, then a "Notice to Owner" will be issued and sent by first class post and within 21 days to the registered keeper of the vehicle.


(2) For the purposes of this Article, a penalty charge in respect of a vehicle is payable by the owner of the vehicle which has been left otherwise than as authorised by or under this Order, or where there has been a contravention of, or failure to comply with, any provision made by or under this Order.

34 The Council may use cameras, of a design approved by the Secretary of State, to aid enforcement of parking regulations within the car parks.

THE COMMON SEAL of the READING )  
BOROUGH COUNCIL was hereunto )  
affixed this day of 2024 )  
29 February 2024 )  
in the presence of:- )



Sealed By: Reading Borough Council  
Sealed Time: 2/29/2024 6:12:12 PM GMT

Minute	TMSC Item 6 Minute 3 14 June 2023
Originator	PT
Seal No.	084 / 24
Checked	

Authorised Signatory

DocuSigned by:  
*Michael Graham*  
0471507CC941416...

Michael Graham

**FIRST SCHEDULE**

Name of Parking Place	Class Of Permitted Vehicles	Days Of Operation	Hours Of Operation and Scale Of Charges.
Reading Green Park Station Short Stay	All classes up to 1360kg (30 cwt)	All days	Monday to Sunday/Bank Holidays 24 hrs Up to 20mins FREE Up to 3 hrs £15.00 Up to 6 hrs £30.00 Up to 12 hrs £50.00 Up to 24 hrs £150.00
Reading Green Park Station Long Stay	All classes up to 1360kg (30 cwt)	All days	Monday to Sunday/Bank Holidays 07:00-17:59 Up to 3 hrs £3.00 Up to 6 hrs £6.00 Up to 12 hrs £12.00 Up to 24 hrs £15.00 Monday to Sunday/Bank Holidays 18:00-06:59 Up to 3 hrs £1.50 Up to 6 hrs £3.00 Up to 12 hrs £12.00 Up to 24 hrs £15.00

**SECOND SCHEDULE****SEASON TICKETS (ANNUAL ONLY)**

Car Park	All classes up to 1360kg (30 cwt)	Days Of Operation	Hours Of Operation	Charge
Reading Green Park Station Long Stay	Business	Monday to Friday	<b>07:00-19:00</b>	<b>£1500.00</b>
Reading Green Park Station Long Stay	Residential	Friday to Monday	<b>17:00 - 08:00</b>	<b>£730.00</b>
Reading Green Park Long Stay	Residential	Monday to Sunday	<b>24/7</b>	<b>£2920.00</b>

**THIRD SCHEDULE**

Rail Industry Permit Holders Maximum stay 12 Hours. No Return Within 4hrs.

Reading Green Park Station Long Stay Car Park

**FOURTH SCHEDULE**

Maximum Stay 20 minutes. No return Within an Hour

Reading Green Park Station Short Stay Car Park

**FIFTH SCHEDULE**

Disabled Badge Holders At Any Time. Maximum stay 24 Hours. No Return Within 2hrs.

Reading Green Park Station Short Stay Car Park

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